

Bureau of Safety & Regulation
Consultation Education & Training Division

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1.

What is the MVPP?

The MVPP is a recognition program designed to recognize and promote an effective safety and health management system. In the MVPP, management, labor and MIOSHA establish a cooperative relationship to seek solutions to safety and health problems and strive toward continuous improvement.

2.

What are the different levels of achievement within the MVPP?

The Michigan Star is the highest level of recognition awarded to a workplace with injury and illness incidence rates below the industry average for their respective Standard Industrial Classification (SIC) code for each of the last three complete years. In addition, this workplace can demonstrate that they have an exemplary safety and health management system, which has been in place for at least one year.

The Rising Star program is a "stepping stone" for workplaces that have injury and illness incidence rates at or below the industry average for any two out of the last three complete years. This workplace must also have implemented an effective safety and health management system. A site participating in this program establishes goals and makes a commitment to achieve the Michigan Star within one to three years.

3.

What are the elements of a Safety and Health Management System?

The MVPP requires the following elements of a safety and health management system be in place for a minimum of one year:

- a. Management Commitment
- b. Employee Involvement
- c. Worksite Analysis
- d. Hazard Prevention and Control
- e. Safety and Health Training

4.

I am a small employer with only 25 employees. If we have one recordable injury or illness, we may have a difficult time meeting the data requirements. Is there any adjustment given to a small employer?

Smaller worksites with limited number of employees and/or employee hours worked, may be eligible for an alternative method for calculating incidence rates. The alternative method allows the employer to use the best three out of the most recent four complete years' injury and illness experience. Contact the Consultation Education and Training (CET) Division at (517) 322-1809 for further details.

5.

What are the benefits of being a participant in the MVPP?

It has been the experience of Star sites to experience the following:

- a. Recognition by MIOSHA as a leader in safety and health.
- b. Sense of pride, teamwork, and increased morale within the company.
- c. Recognition advertised locally and statewide.
- d. Reduced workers' compensation premiums.
- e. Opportunity to showcase best industry safety and health practices.

6.

What do I have to do to apply for the MVPP?

An employer may apply for either the Michigan Star or the Rising Star program. MVPP application guidelines are available on the MIOSHA web page or can be obtained from the CET Division. Once you have reviewed the guidelines, respond to the questions in the application in a narrative format and attach the documentation related to the elements of your safety and health management system as appendices. The application contains charts to submit your injury and illness incidence rates. Data must also be submitted for applicable contractors. Applicable contractors are those contractors that work on your site for 1,000 or more hours in any calendar quarter.

Using a three-ring binder with dividers provides an easy and organized method to submit your application.

7.

What happens during the MVPP application process?

Once the application is received in the CET office, it will be reviewed to determine whether the program qualifications have been met. A MIOSHA enforcement history is reviewed to assure there are no outstanding citations. In addition, the injury and illness incidence rates are recalculated, and the accuracy of the Standard Industrial Classification (SIC) code verified. The application information is reviewed to assure the safety and health management system basic elements are described.

If the application is accepted, an Onsite Review will be conducted to verify that the safety and health management system is fully implemented.

8.

How long does the approval process take?

The application review and Onsite review process generally takes about five to six months. However, the length of time may depend upon the size of the applicant's facility, the complexity of the safety and health management system, and the number of applicant's at the time.

9.

How do I know if I am ready to apply for MVPP?

At the back of the MVPP Application Guidelines there is a Requirements Checklist. Use the checklist to see if your program meets the MVPP requirements. If you are not ready, you may want to contact a CET consultant for assistance in building your safety and health management system, or also call upon STAR site for mentoring assistance.

10.

Does MIOSHA require that all businesses apply for the MVPP?

The MVPP is voluntary in the sense that no employer is required to participate.

11.

Can all types of businesses be considered for participation in the MVPP?

Participation in the MVPP is open to all industries (except Standard Industrial Classification (SIC) codes 15, 16, and 17 (Construction) that successfully complete the application process.

12.

After an application is submitted can an applicant withdraw the application if they change their mind about participation?

An applicant may withdraw their application at any time after formal acceptance and before approval or denial.

13.

What takes place during the Onsite Review?

During the Onsite Review the MVPP review team, made up of safety and health consultants will:

- Verify the information supplied in the application.

- Interview employees to assess their level of participation and understanding of the applicant's safety and health management system.
- Identify strengths and weaknesses of the applicant's safety and health management system.
- Determine the adequacy of the applicant's safety and health management system for addressing the potential hazards of the workplace.
- Review written programs such as lockout/tagout, confined space entry, respirator program, hearing conservation, etc.
- Review policies, procedures and other records related to ergonomics, in-house inspections, safety and health committee activities, hazard reporting system/correction system, etc.
- Obtain any other relevant information that would assist the Onsite Team with evaluating the effectiveness of the safety and health management system.

14.

Will the MVPP Team conduct a "wall-to-wall" hazard survey of my facility during the Onsite Review?

The extent of the facility survey will depend, in part, on the physical size and complexity of the processes. The goal of the survey is to ensure that the safety and health programs are operating as described in the application document. Serious hazards identified must be corrected as soon as possible and a hazard correction plan is jointly prepared while the Team is on site.

15.

Will I be cited by MIOSHA if hazards are found?

No. An agreement to correct any serious hazards identified within a reasonable time period is required. Only refusal to correct serious hazards may result in a referral to MIOSHA compliance.

16.

How long will the MVPP team be on site?

Normally, two to three days will be sufficient, providing all the necessary documentation is ready for review and the Team can survey all critical processes. Very large facilities and complex processes may require more time.

17.

What role does the union or collective bargaining agreement representatives play in the MVPP process?

The union/s must provide written support of the MVPP application and will be included during the opening and closing conferences and allowed to accompany the Team on the site walk through. No application will be approved without the formal support of all affected collective bargaining units.

18.

Who will the team interview during the Onsite review?

The Team will interview selected employees (including contract employees) privately about prescribed work procedures, hazards to which they may be exposed, use of PPE and any other applicable issues. Informal interviews may also be conducted during the walkthrough.

19.

Who makes the final decision for an applicant to be approved for participation in the MVPP?

The Director of the Bureau of Safety and Regulation.

20.

Once approved for the Michigan Star or Rising Star program, what is required to maintain participation in MVPP?

By February 15 of each year, you must submit injury and illness statistics to the MVPP manager for review. Your incidence rates must be maintained below the industry average

for your respective SIC code. Other information required is the number of employee hours worked, number of recordable injuries and illnesses. The above-mentioned information is also required for any applicable contractors.

In addition, you must submit a written evaluation of your safety and health management system, any success stories related to your MVPP participation, and a summary of your mentoring experiences.

21.

What is mentoring?

All Star sites agree to mentor other establishments that have an interest and desire to improve their safety and health management system, and in turn become MVPP participants. Mentors inform, counsel, train, provide tours, and assist other establishments with reducing injuries and illnesses and strengthening the mentees safety and health management system.

22.

If my company undergoes any major organizational changes or a change of ownership, whom should I contact?

It is required that any significant change be reported to the MVPP manager, in the Consultation Education and Training Division. These changes could possibly impact the safety and health management system and must be discussed with the MVPP manager. If necessary, an onsite visit may be required to assess the impact.

23.

Will a Star or Rising Star site go through any additional Onsite evaluations?

Michigan Star participants will undergo reevaluation between 30 and 42 months following initial approval into the MVPP. Subsequent reevaluations will be completed

within 36 months of the preceding evaluation. Rising Star participants are reevaluated 18-24 months following approval. An Onsite Team will conduct the reevaluation, which is similar to the initial evaluation; reviewing records, observing conditions, and interviewing managers, supervisors, and employees. Reevaluations must result in approval to maintain star status.

24.

What happens if the reevaluation reveals deficiencies at a Star site?

When a reevaluation of a Michigan Star site reveals deficiencies in one or more Star requirements, a one-year Conditional Star status may be recommended. Goals are established, and within one year from the date of the reevaluation the site must undergo another evaluation to assure the site is back to Star quality. If the goals are not achieved, and Star requirements are not met, then participation in the MVPP is terminated.